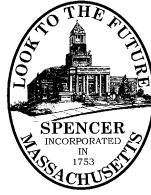


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
WATER DEPARTMENT

DAVID R. O'COIN
NORMAN C. LETENDRE, JR.
ROBERT O. FRITZE, JR.

3 OLD MEADOW ROAD
SPENCER, MA. 01562



SUPERINTENDENT
STEVEN J. TYLER, P.E.

TEL. 508-885-7525
FAX: 508-885-9416
TTY: 508-885-7525

Minutes of Meeting held September 4, 2013

Meeting of the Board of Water Commissioners held at the Water Department, 3 Old Meadow Road, Spencer, MA. All maps, diagrams, letters and notices are on file at the Utilities and Facilities Office.

Members present: David R. O'Coin
Norman Letendre, Jr.
Robert O. Fritze, Jr.

Staff present: Steven Tyler, Superintendent
Greg Karpowicz, Chief Water Systems Operator
Jill Gallagher, Jr. Clerk

Meeting was called to order at 5:05 P.M.

Read and accepted minutes for August 7, 2013

Reviewed invoices & signed vouchers

Sign monthly commitment

1. Pump house & treatment plant roofs status: Water Commissioners reviewed status. Superintendent requested charge to include crickets and downspouts on the pump house. Also the requested patching on the treatment plant. Robert said both pump house & treatment plant roofs are done, with the exception of a few minor things. The Commissioners were in agreement with the described request for additional work.
2. 27 Church Street: Water Commissioners reviewed letter from property owner of 27 Church Street dated September 4, 2013 and reviewed previous water bills. David motioned to remove from termination list and waive late fees, second by Norman, and in favor Robert. Water Commissioners agreed to meet with property owner at next meeting to talk about agreement and try to get caught up in three months.
3. 21 Roys Drive: Water Commissioners reviewed letter from property owner of 21 Roys Drive dated July 18, 2013. They have water on for about two and half months. Water Commissioners agreed to charge one minimum fee, and one on/off fee. Robert motioned the agreement, second by Dave, and in favor Norman.

Public Meeting Adjourned at 6:30 PM, motion by David, seconded by Robert, and in favor, Norman.